DOCUMENT RESUME

ED 089 728 IR 000 440

TITLE	Florida Long-Range Program for Library Service; An LSCA Five-Year Long-Range Program With a Sixth-Year Addition. FY73 Annual Revision.
INSTITUTION	Florida State Library, Tallahassee.
PUB DATE	74
NOTE	59p.; See also IR 000 439
EDRS PRICE	MF-$0.75 HC-$3.15 PLUS POSTAGE
DESCRIPTORS	*Annual Reports; Federal Aid; *Library Planning; Objectives; State Libraries
IDENTIFIERS	*Florida; Florida State Library; Library Services and Construction Act; LSCA

ABSTRACT

Program objectives for 1973 for library services in Florida under the Library Services and Construction Act are delineated with a rationale and criteria for some of the programs. Tasks to accomplish these objectives are followed by beginning and termination dates for each task. Some programs included in the revision are the State library agency services, public library system development, book processing, service to special groups such as the aged, children, young adults, disadvantaged, the handicapped, and those in State institutions, a communications network project, union list of serials program, media projects and various grant proposals. (JG)

ED 089728

FLORIDA
LONG-RANGE PROGRAM FOR LIBRARY SERVICE
AN LSCA FIVE-YEAR LONG-RANGE PROGRAM WITH A SIXTH-YEAR ADDITION

FY 73 ANNUAL REVISION

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DEPARTMENT OF STATE
DIVISION OF STATE LIBRARY SERVICES

1972

FINANCING

Actual funding for FY 73:

Federal	$ 900,252
State	$ 885,360
Local	$16,000,000 (est.)
	$17,785,612

STATE LIBRARY AGENCY SERVICES

1.11 INTERMEDIATE OBJECTIVE

To provide reference, bibliographic and interlibrary loan service to stand behind local and regional libraries.

1.111

Task - *Operation of a communication network (See Title III).*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

1.211

Tasks -

1. Purchase materials requested by users when not available elsewhere.

2. Secure bibliographic tools which will enable the information network to locate materials.

Time: (Start) July 1, 1973
(Finish) June 30, 1978 LSCA termination
June 30, 1979 State termination

1.212 IMMEDIATE OBJECTIVE

To investigate the need, feasability and alternatives of providing a film circuit for the public and state institution libraries in Florida.

Task - Study the need for, feasibility and alternatives of instituting a statewide film circuit.

Time: (Start) July 1, 1973
(Finish) June 30, 1974

1.221 *Tasks* -

1. *Maintain an information desk in Capitol during the Legislature.*

Time: *(Start)* February 5, 1974
(Finish) April 30, 1974

2. *Maintain a reference department adequately staffed to meet the reference demands at state library agency.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

1.231

Tasks -

1. *Making designation and contact with all state agencies having, or in need of, library collections. Discuss methods of cooperation.*

2. *Make a survey of state agency libraries to determine the extent of development of each.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1974

1.611

Task - *Field visits by consultants to state institutions and public libraries.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

1.411 IMMEDIATE OBJECTIVE

To develop measures of library service outputs to be used along with standards in setting criteria of evaluation of services.

Assumption

Public library and state institution library standards are not totally adequate for measuring outputs of library service. In light of recent work on the national level to develop output measures, the profession in Florida needs to devise output indications, compatable with those nationally, to suit its library service evaluation needs.

Criteria

1. Satisfaction with output measures by the profession (Ideal = 75%).

2. Adequacy of output measures when applied to evaluation of service.

Task - Development of library output measures or indicators.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1974

1.431

Task - *Dissemination of statistics on Florida libraries by means of the Florida Libraries Directory.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

1.441 *Tasks* -

1. *Set into motion evaluation mechanism described in this program.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1974

2. *Hold workshops and/or conferences to inform professionals and others of planning and evaluation.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1974

3. *Apply planning and evaluation to statewide guidelines for local five-year long-range plans as required in Department of State Administrative Code, Chapter 13-2-c.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1974

1.442 Task - Revision of Florida Long-Range Program for its improvement as a workable document.

Time: (Start) July 1, 1973
(Finish) June 30, 1974

1.511 Tasks -

1. Friends and trustees workshop and newsletter to friends and trustees.

Time: (Start) July 1, 1973
(Finish) June 30, 1978 LSCA termination
June 30, 1979 State termination

2. Revise and update the Trustee Handbook published in 1963 by the State Library.

Time: (Start) July 1, 1973
(Finish) June 30, 1974

3. Prepare an in-service training package for consultant use with trustees.

Time: (Start) July 1, 1973
(Finish) June 30, 1974

6. Grants will be a maximum of $50,000 base grant per year. This base grant is computed by applying the annual federal-state matching ratio to local operating budget. In addition, there is a 10¢ per capita added for population above 50,000 and up to 100,000. The grant is awarded annually for two years. An additional grant of 10¢ per capita up to a maximum of $10,000 shall be allocated to an existing library system for one year upon the addition of a new county to the system.

Policy -- Public Library System Development Planning Grant

1. There must be a delineation of Library Planning and Service Regions by the Secretary of State, with the assistance of the Library Study Commission, the Division of State Library Services, and the Department of Administration, Division of State Planning and Division of Budget, in accordance with the sub-state districts as established by the Division of State Planning.

2.112 Assumption

1. There are currently 26 counties in Florida which do not meet the requirements of the Department of State Administrative Code (Chapter 203) for eligibility to receive State aid. Some of the counties have library service of some type, usually municipal libraries serving their incorporated area. Some serve unincorporated areas as well. Other counties have no established library service.

Task - *Awarding of public library development grants at the rate of two per year to counties establishing library service or going into a system.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

2.113

Task - Consultant services to improve methods and operations used in providing public library service.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

2.114

Assumption

Currently there are 41 counties qualifying for state aid. These counties have met standards of quality as set by the Department of State Administrative Code (Chapter 203). It is the desire of the Division of State Library Services that all public libraries in Florida meet these standards of quality.

2.114

Task - Make available consultant services to promote the meeting of standards for public library service within a county.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

3.111

Task - Evaluation study of libraries in areas not served by existing resource centers by the state.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1974

3.121

Task - Evaluate existing regional resource center collections.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1974

3.131

Task - *Public information program about regional resource centers.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

BOOK PROCESSING

PROCEDURE

1. Procedures to be followed by the Bureau of Book Processing in providing its services are outlined in the printed handbook entitled "Handbook for Member Libraries."

4.111 Task - *Meetings and correspondence with book processing center participants concerning processing needs and satisfaction.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

4.112 Task - *To thoroughly study methods of operation of Bureau of Book Processing.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

5.111 Task - *The provisions of LSCA Title I grants which will enable public libraries to purchase materials suitable for use with special clientele.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

5.121

Task - *Provision of personnel in each project designed to serve special clientele with the basic understanding and expertise stated in immediate objectives.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

5.122

Task - *Provision of LSCA Title I grants to enable public libraries to offer programs to special clientele.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

5.131

Task - *The modification of existing facilities and staffing to assure accessibility to special clientele as well as taking resources by use of mobile units to areas with heavy-concentrations of target population.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

6.1

3. There are now twenty-five major state institutions providing inadequate library service for their residents. A recent survey conducted of the major institutions revealed a total of 166,428 volumes in the libraries with only $276,577 expended for library service, which included salaries. It must be assumed that a large number of the volumes reported were donated to the institution and, on the whole are not desirable for the institution setting. Many should be discarded and replaced with new volumes selected to meet the needs of the residents.

6.111

Tasks -

1. *Provide LSCA Title I grants to state institutions without library service for the establishment of print collections.*

2. *Encourage institutions without library services to make provision in their state budgets and through grants from other federal sources for the allocation of funds for print materials to establish a library.*

   Time: *(Start)* July 1, 1973
   (Finish) June 30, 1978 *LSCA termination*
   June 30, 1979 *State termination*

3. *Provide LSCA Title I grants to state institutions having inadequate collections to improve their print collections.*

4. *Encourage institutions with inadequate library budgets to increase their state allocations for print materials and to seek funds from other federal sources which could be used to purchase print materials.*

   Time: *(Start)* July 1, 1973
   (Finish) June 30, 1978 *LSCA termination*
   June 30, 1979 *State termination*

6.121

2. *Encourage institutions to make provisions in their state budgets for the purchase of audio-visual materials and equipemnt for the library programs.*

3. *Encourage instutitons to seek other federal sources for audio-visual equipment and materials for their libraries.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State terminiation*

6.131

Tasks

1. *Provide LSCA Title I grants to state institutions for the purpose of acquiring proper library equipment for their libraries.*

2. *Encourage state institutions to increase their budgets to allow for the purchase of library equipment as needed.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

6.141

Task - Encourage state institutions to add a professional librarian position to their staff. Priority projects for LSCA Title I grants to state institutions will be those administered by qualified librarians.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

7.121

Task - Provide LSCA Title I grant to the Talking Book Library at Daytona Beach for the expansion of the cassette program.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1974

7.122

Task - Provide LSCA Title I grant to the Talking Book Library at Daytona Beach for making available a reference service for its patrons.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

7.123

Task - Provide LSCA Title I grant to the Talking Book Library at Daytona Beach for the purchase of commercial materials.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

7.124

Task -

1. *The talking Book Library will publish a newsletter on a regular basis.*

   Time: *(Start)* July 1, 1973
   (Finish) June 30, 1978 *LSCA termination*
   June 30, 1979 *State termination*

7.125 *Task* - *Provide LSCA Title I grant to the Talking Book Library at Daytona Beach for materials and services necessary to provide a collection of Florida materials.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

7.131

Criteria

2. Establishment of six subregional libraries.

7.131

Task - Provide LSCA Title I grants to public libraries whose service area includes large numbers of Talking Book readers for their role as sub-regional libraries of the Talking Book Library.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

7.132 *Task - Cooperate with the Talking Book Library at Daytona Beach in contacting public libraries and providing them materials concerning the Talking Book service so that they can serve as information centers for library service to the blind and physically handicapped.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1974

LIBRARY SERVICE TO THE AGED

POLICY

Grants for library service to the aged are available to all counties receiving state aid. Those counties which have the highest percentage of aged residents (20% and over) will be given priority for grant awards provided they are eligible for state aid. Those counties are as follows: Charlotte, Citrus, Hernando, Highlands, Lake, Manatee, Martin, Osceola, Pasco, Pinellas, Sarasota, Volusia.

8.111 IMMEDIATE OBJECTIVE

To identify and cooperate with various agencies, public and private, which are involved with services for the aged.

Assumption

Numerous agencies, public and private, are providing services to the aged. In order to affect a total service program for the aged, all agencies involved in service programs should cooperate and coordinate efforts. Service programs may then prove to be more effective and efficient.

Criteria

1. Identification of public and private agencies serving the aged.

2. Number of social agencies with which library is engaged in cooperative activities (Ideal = total number of social agencies serving the aged in a given location)

Task - Identification and cooperation with agencies serving aged.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

2.
112 IMMEDIATE OBJECTIVE

To provide personnel in all levels of library service with knowledge and understanding of the aged.

Assumption

Personnel who have knowledge and understanding of the needs and interests of the aged should be provided to work with programs to serve the aged. This personnel should include professional librarians and the aged themselves. There should be at least one person involved in each project for the aged who has the special knowledge of how best to serve the aged.

Criteria

Number of libraries serving the aged having personnel working with the program (Ideal = one person per program).

Task - Provide LSCA Title I grants to public libraries which will assist in providing service to the aged, including professionals with understanding of the problems of the aged and members of this age group themselves.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

8.113 IMMEDIATE OBJECTIVE

To provide library materials especially suited to the needs and interests of the aged.

Assumption

1. Because of physical disabilities such as loss of eyesight, loss of muscular coordination, etc., it is necessary to provide certain special materials in order to adequately serve the aged. Many of the elderly require large print materials, talking book machines and record disks, etc. Often audio-visual materials are preferable because some elderly find holding a book difficult.

2. The subjects included in materials supplied to the aged may be wide in variety. Light or recreational material on a variety of subjects is certain to be requested by the aged library users. The kinds of subjects provided for the aged should be no different from those which are provided for the general public. Materials also need to be provided which will give the aged person information useful in adjusting to his new life style such as social security information, health services available to him, etc.

Criteria

1. Percentage of user satisfaction with kinds of library material provided. (Ideal = 75%).

2. Percentage of user satisfaction with subjects available in specialized formats especially suited for use by the aged. (Ideal = 75%).

3. Number of libraries in areas of high aged population concentration which provide materials suited for use by the aged. (Ideal = all libraries).

4. Number of aged using materials provided especially for them, as compared to the total aged population in a given area. (Ideal = constant increase).

Task - Provide LSCA Title I grants to public libraries for providing materials especially suited to the aged, such as large print materials, audio-visual materials, etc.

Time:	*(Start)*	July 1, 1973	
	(Finish)	June 30, 1978	*LSCA termination*
		June 30, 1979	*State termination*

8.114 IMMEDIATE OBJECTIVE

To develop library programs especially suited to the needs and interests of the aged.

Assumption

Because of his lifestyle, the aged citizen has special needs and interests and any library program addressing itself to the aged should consider this. Programs should be developed which will assist the aged citizen to adjust to a new way of life. For some, there are changes due to retirement, smaller income, failing physical conditions, and loss of independence which must be compensated for if they are to live satisfactory lives. Library programs, by providing information, education and entertainment, may assist the elderly in making their adjustment.

Criteria

1. Percentage of user satisfaction with programs. (Ideal = 75%).

2. Number of libraries in area of high aged population concentrations which provide programs for the aged. (Ideal = all libraries).

3. Kinds of programs offered by each library.

Task

1. *Provide LSCA Title I grants to public libraries to assist in providing programs aimed at the aged, including recreational, educational and informational programs.*

   Time: *(Start)* July 1, 1973
   (Finish) June 30, 1978 *LSCA termination*
   June 30, 1979 *State termination*

2. *Cooperate with other agencies serving the aged, such as the Talking Book Library.*

   (Start) July 1, 1973
   (Finish) June 30, 1978 *LSCA termination*
   June 30, 1979 *State termination*

8.115 IMMEDIATE OBJECTIVE

To develop the means of making library services and materials accessible to the aged.

Assumption

It is not always possible for the aged to come to the library building. Therefore, it is necessary to take the services and materials of the library to the aged where they are. The methods of doing this may vary: bookmobiles, vans, station wagons, home visitors, service to institutions with elderly residents, etc.

Criteria

1. Number of aged in a given area receiving library services and materials as compared to the total population to be served. (Ideal = constant increase).

2. Number of library programs outside of the library building as an indication of quality of service.

3. Percentage of user satisfaction with the accessibility of library services and materials. (Ideal = 75%).

Task - Provide LSCA Title I grants to public libraries serving the aged to make possible outreach efforts, such as service to shut-ins in nursing homes and private homes.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

Time:	*(Start)*	July 1, 1973	
	(Finish)	June 30, 1978	*LSCA termination*
		June 30, 1979	*State termination*

9.111

Task - Workshops and/or in-service training on various phases of service to children and young adults at least one annually for children's services and one for young adult services.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

9.112

Task - Promote cooperative efforts toward serving children and young adults between libraries and public and private agencies.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

9.113

Assumption

Children and young adults will use both print and non-print materials readily. Materials should be selected that represent differing points of view on all subjects, on all reading levels, without prejudice or bias.

Task - To provide guidance from consultants of state library agency on building collections of library materials for youth.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

9.114

Criteria

2. Types of library programs offered for youth annually.

Task -

1. Maintenance of a state-wide summer reading program.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

2. Provide guidance in serving young adults through demonstration materials for programming.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1974

10.111

Task - *Provide LSCA Title I funds for programs and materials addressed to stated national education concerns.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

10.112

Task - *Promote cooperative efforts between libraries and public and private agencies addressing themselves to national educational concerns through meetings co-sponsered programs and materials, etc.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

11.111

Task - Provision of LSCA Title I funds for demonstration of new methods or techniques of giving library service which will be beneficial to a number of libraries within the state.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

12.111 *Task - Providing salary grant awards to individuals seeking a graduate degree in library science at the rate of 15 per year.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

12.112 Task - *Publication of employment opportunities in Florida and referral to individuals seeking positions and libraries with openings.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

12.113 *Task - Sponsor workshops for staff improvement.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

12.114 *Task - Provide scholarship to sponsored institutes which could lead to improvement of library services in Florida libraries.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

12.115 *Task - Compilation of Florida Library Directory.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

13.111

Task - Provision of LSCA Title II grants for local public library construction.

Time:	*(Start)*	July 1, 1973	
	(Finish)	June 30, 1978	*LSCA termination*
		June 30, 1979	*State termination*

13.112

Task - Begin construction of Library, History and Archives Building.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1976

14.1 Long Range Objective

To provide easy access to the full range of media resources of libraries.

14.11 *INTERMEDIATE OBJECTIVE*

To overcome, insofar as is possible, the media resource inadequacies of each type of library.

14.111 IMMEDIATE OBJECTIVE

To increase accessibility to media resources through the communications network.

14.12

Assumption

1. Such devices as union lists, indexes, etc., make the process of location of media resources easier and faster. They provide for greater accessibility to media resources of all types.

14.112 IMMEDIATE OBJECTIVE

Conference of directors and staff on the public library network (four resource center libraries) to review the administration and operation of the communications network as it pertains to their interlibrary loan and resource center activities.

Assumption

1. The communications network has been in operation since 1968. During that time, little has been done to standardize operations or review administrative activities. Also, closely tied to the public library network is the regional resource center concept. It appears that a meeting of all those administratively and operationally involved with these activities would serve to improve the communications network.

Criteria

1. Number of libraries represented in attendance from the public library network. (Ideal = 4).

2. Number and kinds of changes resulting from the meeting which have improved the effectiveness and efficiency of the communication network.

Task - Same as stated objective.

Time: *(Start)* July 1, 1973
(Finish) June 30, 1974

14.121

Task - No task in FY 74.

Time: *(Start)* July 1, 1975
(Finish) June 30, 1978 *LSCA termination*
June 30, 1979 *State termination*

14.122 Task - *Make a study to determine if cooperative projects could help libraries meet needs and demands. And if so, what type of project would benefit the most libraries of all types.*

Time: *(Start)* July 1, 1973
(Finish) June 30, 1974